

PROCESO DE MIGRACIÓN A OFFICE 365

Existen tres tipos de planes Microsoft Office 365:

Perfil 1 – Office 365 E3 y EMS E3 - esto significa que los usuarios pueden tener todas las aplicaciones de Office (Word, Excel, PowerPoint, OneDrive, Teams, SharePoint, Outlook) como '**Aplicaciones**' en su escritorio, navegador y dispositivos móviles.

Perfil 2 – Office 365 E1 - esto significa que los usuarios pueden tener lo siguiente:

1. Aplicaciones (Word, Excel, PowerPoint, OneDrive, Teams, SharePoint, Outlook) a través de su navegador en <https://portal.office.com>
2. No aplicaciones para móviles

Perfil 3 – Office 365 F1 – esto significa que los usuarios pueden tener todas las aplicaciones de Office (Word, Excel, PowerPoint, OneDrive, Teams, SharePoint, Outlook) a través de dispositivos móviles únicamente.

Corporate TCS Decidió

Los tipos de licencia se están asignando según el grado del asociado:

*AST + superior o equivalente = M365 E3

*ITA + equivalente = O365 E1+ Intune

*ASE, ASE (Trainee) e inferior + equivalente = M365 F1

1. Todos los asociados por encima de C3B y grados equivalentes obtendrán la licencia E3 y EMS E3, necesitan registrarse en este portal - <https://office365onboarding.fresco.me> - No hay necesidad de GPS/CR
2. Todos los asociados por debajo de C3A y grados equivalentes obtendrán la licencia E1, necesitan registrarse en este portal - <https://office365onboarding.fresco.me> - No hay necesidad de GPS/CR
3. Todos los asociados por debajo de C3A y grados equivalentes y que quieran tener licencias de E3 y EMS E3 deben generar el GPS usando el catálogo de **Microsoft Office 365 E3 y EMS E3** (Ver imagen).

Categoría de GPS para la actualización del perfil:

New Item Request

Search

Fields marked * are mandatory

Organization*: TCS - Colombia

Catalogue Group*: CAT-IT-COLOMBIA

Category*: Software

Search By: ☐ Sub-Category ☒ Item

Item Name: 365

Item List of All

Select Item : Microsoft 365 Enterprise

Sort :

Page 1 of 1

To get a new item added in the Catalogue, you can raise a New Item Creation Request by Navigating to following link
Requisition and Status -> Requisition -> New Item Creation Request.

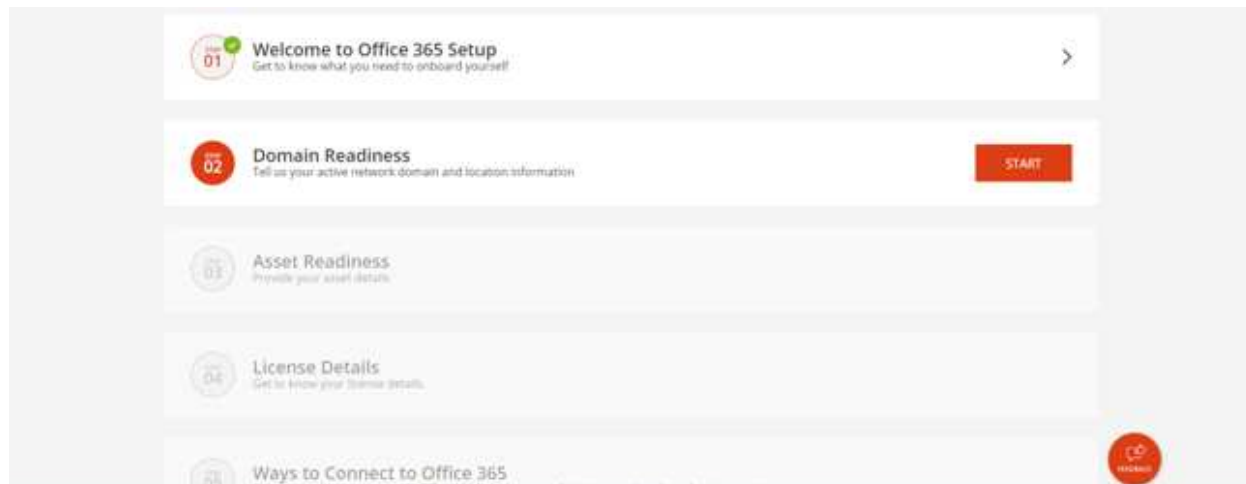
Items appearing in red are not available for procurement in GPS since they are migrated to Procurement Application. Kindly
visit Ultimatix -> Menu -> Finance & Infrastructure -> Procurement Functions -> Procurement to procure these items.

Nota: para los proyectos de Banistmo, TUYA, Bancolombia Assurance, SUNTEC y Bancolombia ADM, se realizó los GPS respectivos de acuerdo con la máquina asignada y el Allocation (los GPS fueron compartidos a los líderes).

PRIMERA ETAPA: ¿Cómo registrarse en el portal de Office 365?

Todos los asociados deben registrarse en el portal para tener la licencia de Office 365 utilizando el siguiente enlace <https://office365onboarding.fresco.me>
En el portal de registro, necesitan actualizar todos los detalles según las capturas de pantalla.





Domain Readiness: para diligenciar la preparación del dominio, haga clic en Inicio - Seleccione el dominio actual como "SOAM"

¿Tu dominio está activo? - Sí, lugar de trabajo - Colombia - Bogotá / Medellín y haga clic en Done.

STEP 02 Domain Readiness

You have completed this step already. You cannot edit this page anymore.

The Office 365 login username is your <empid@tcs.com> and password is your <domain> password (domain as in India / EMEA / APAC). It is important to keep your domain active for your first Office 365 login.

Note that the Office 365 license and the Office 365 emails will be assigned to this chosen domain account only. Any other domain account, which you may have, will be deleted. Hence, you must choose the correct domain for license assignment.

If you use multiple domain accounts (for laptop login / email / DES), contact your local IS and consolidate them as a single domain before requesting for Office 365 license.

Select your current domain *

☐ INDIA ☐ EMEA ☐ APAC ☐ Globe ☐ NOAM ☒ SOAM

Is your domain active? * [How to check your domain validity?](#)

☒ YES ☐ NO


Provide your work location with building name *

Tcs Medellín Colombia

We need your location information, to put you in touch with the nearest Office 365 Local IS team, incase you are stuck and need help. Provide your TCS work location information

DONE

Asset Readiness: para diligenciar **Asset Readiness**, haga clic en Start – **Enter your Asset Type**, seleccionar la opción de TCS Desktop/Laptop with TCS SOE – **Enter your Asset ID**, digitar el número de la máquina asignada – **Choose your Device Type**, seleccione su dispositivo según el tipo Desktop / Laptop -**Select your Current operating System**, seleccione el sistema operativo Windows / MAC – **Select your OS Version**, seleccione la versión del sistema operativo "Windows 10" y haga clic en done.



Asset Information

Enter the asset details tagged to your employee ID. We need the asset details to whitelist the asset and eventually allow you access to Office 365 without a VPN connection.

Enter your Asset Type *

☒ TCS Desktop/Laptop with TCS SOE

☐ TCS Desktop/Laptop with Customer SOE

☐ Others

hide

Enter your Asset ID * Where to find the Asset ID?

50xWQ12125

hide

Choose your Device Type *

☐ Desktop

☒ Laptop

hide

Select your Current Operating System *

☒ Windows

☐ Mac

hide

Select your OS version *

Windows 10

hide

CANCEL

DONE

License Details: después valide los detalles del tipo de licencia que se le ha asignado según su designación / grado.



Actualización de la licencia del Perfil 2 y 3 (E1-F1) al Perfil 1 (E3 & EMS E3)

License Details: para actualizar su licencia de Perfil 2 y 3 al Perfil 1, necesita tener el GPS para la licencia de Office 365 E3, por favor consultarla con su líder o el área de la PMO.

Una vez obtenga el número de GPS y se encuentre aprobado se debe validar en esta sección los detalles de la licencia 24 horas después, si ya cuenta con la solicitada o requerida.

En caso de no tener la licencia E3 que fue requerida con el GPS aprobado, por favor enviar un correo a los siguientes emails (internalis.corporatesoftware@tcs.com, office365.onboarding@tcs.com, InternalIS.Messaging@tcs.com, miguel.pena@tcs.com) y adjuntar el pantallazo donde se visualice la licencia que se tiene actualmente.



Tue 3/9/2021 9:14 AM

Dania Lopez Velasquez

Upgrade Office 365 E3 License with GPS Approved for the employee ID 1577089

To

InternalIS CorporateSoftware; Office365 Onboarding; InternalIS Messaging

Cc

 You forwarded this message on 5/7/2021 10:57 AM.

This message was sent with High importance.

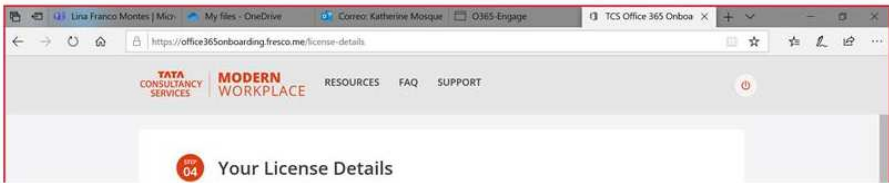
Dear Team,

We have an approved GPS No 50SW011307 for assigning E3 licenses for our Office 365 profiles. We appreciate your help ASAP with updating this license to our profiles.

I share below our Employee ID for any reference.

Type of Device	Host Name	Status	WON/SWON	Project Name	User (employee N°)	User (Name)	GPS
Laptop	50HW002585	Assigned	20133633	Banistmo Development	1577089	Katherine Mosquera Valencia	50SW011307

Emp ID: 1577089 □



Importante el archivo de Excel deberá contener esta información la cual fue compartida a los líderes o puede solicitarla al área de la PMO.

Type of Device	Host Name	Status	WON/SWON	Project Name	User (employee N°)	User (Name)	GPS
Laptop	50HW002585	Assigned	20133633	Banistmo Development	1577089	Katherine Mosquera Valencia	50SW011307

Ways to connect to Office 365: para actualizar la forma de conectarse a office 365 seleccione la opción de TCS LAN y darle Done.

TATA CONSULTANCY SERVICES

MODERN WORKPLACE

RESOURCESFAQSUPPORT

STEP 05

Ways to connect to Office 365

Before you download and start using Microsoft Teams, you must know the ways in which you can connect to Office 365 and have a flawless experience.

Based on the information you had provided, you use Windows Laptop

Following are the ways in which you can connect to Office 365:

TCS LANNON-TCS LANHOME INTERNETWORKGROUP

For a Windows laptop connected to TCS LAN:

When you log in to TCS LAN or TCS Wi-Fi at work, you will have single sign-on to Office 365 applications.

You will be prompted for a two-step verification, once in seven days.

You should ask your local IS to register your laptop in the cloud.

A successful registration will ensure that you can connect to Office 365 without VPN from outside TCS network (i.e.) home network, or tethered personal network.

This registration requires admin credentials, so you cannot register yourself.

Also, this registration can be done only when the device is connected to TCS LAN and not via VPN or TCS Wi-Fi.

If registration cannot be done, you should connect to Office 365 via VPN with proxy enabled. Otherwise, you will get TCSCOMPROD unregistered asset error.

If you change your laptop, ensure the new device is registered in the cloud.

If you want to access Office 365 emails from your personal laptop/desktop, you can access the same from a browser session via <https://myapp.tcs.com>.

DONE


Internal Use

Start with Microsoft Apps: Instalar Microsoft Teams no es necesario permisos de administrador puede instalarlo en esta opción, además debes poner el ID de su máquina asignada (Asset ID o Hostname) y haga click en done.


STEP 06

Start with Microsoft Teams

Microsoft Teams is a self installable package. You don't need admin privilege to install. So go ahead and download.

DOWNLOAD MICROSOFT TEAMS 

Your mail migration may get delayed if you fail to install Teams. If you need more time for the install, you can come back to this step and resume your Office 365 setup process anytime.



Learn how to use Microsoft Teams.
Explore Office 365 Engage.

TEAMS BASICS →

Other Office 365 Apps

You can access Word, Excel, and PowerPoint via browser at <https://portal.office.com>.

For Desktop Apps,

If you are a desktop/laptop-based Lotus Notes user, you can go ahead and download the Word, Excel, PowerPoint and Outlook apps. You don't need any additional privileges for the installation.

If you are desktop/laptop-based Outlook user, wait for the email migration to complete and then schedule the installation of Word, Excel, PowerPoint and Outlook apps. If you install prior to your email migration, Outlook app will get upgraded and you will lose access to your current emails.

If you are working through a VDI, don't download from here. Contact your local IS.

Check Prerequisites:

☐

 I have CrowdStrike installed*

☐

 I have Office365 Package downloaded, unzipped, copied to C:\Windows\Temp\O365*

Installation will fail, if the prerequisites are not met.

*As per records, your asset ID is:

50HW012125

EDIT

Choose the day and time for your Office365 package install:



 Pick a date



 Pick a time

GMT



 I have successfully installed Microsoft Teams*

CANCEL

DONE

Move your Mailbox to Outlook: programar su migración, debe elegir la opción según como accede al correo de IBM Notes para asociados antiguos, para asociados nuevos que tengan licencia E3 deben elegir la opción de Outlook Exchange Desktop & Webmail y los de licencia E1 - F1 deben elegir la opción de Outlook Exchange Webmail only en caso de no requerir la licencia E3.

★ Setup your Office 365 account

STEP 07 Move your Mailbox to Office 365 Exchange Online

Your email migration to Office 365 is complete.

Go Ahead! Provide us with a few details and schedule your migration to Office 365 Exchange Online.

How do you access your Email now?

☒ Lotus Notes Desktop & Webmail ☐ Lotus Webmail only ☐ Outlook Exchange Desktop & Webmail ☐ Outlook Exchange Webmail only


Luego debe programar la migración, se tiene una opción de 4 horas, debes elegir en el calendario la opción más próxima para la migración, darle aceptar los términos y estar pendiente de que el estado de su migración quede completado.

STATUS OF YOUR MAIL MIGRATION

- ✓ Speedy Migration Confirmation sent to your email ID
Activation email was sent to your TCS Email ID on April 28, 2021 | 09:07 PM GMT
- ✓ Speedy Migration Acknowledgment received
Action pending with you since April 28, 2021
- ✓ Migration scheduled
- ✓ Migration completed

Verificar que los 7 pasos del Onboarding estén completados, para poder proceder a utilizar el correo de Outlook, el cual podrá acceder apenas termine el proceso de migración.

Hello Dania Lopez Velasquez



Your Office 365 onboarding is complete.

Learn how to use Microsoft Teams. Explore Office 365 Engage.

OFFICE 365 ENGAGE →

01

Welcome to Office 365 Setup

Get to know what you need to onboard yourself.

→

02

Domain Readiness

Tell us your active network domain and location information.

→

03

Asset Readiness

Provide your asset details.

→

04

License Details

Get to know your license details.

→

05

Ways to Connect to Office 365

Get to know how to connect to Office 365 based on your device type, network, and environment.

→

06

Start with Microsoft Apps

Download and install Microsoft Teams, Outlook and other apps, as per your license.

→

07

Move your Mailbox to Outlook

Schedule your mail migration.

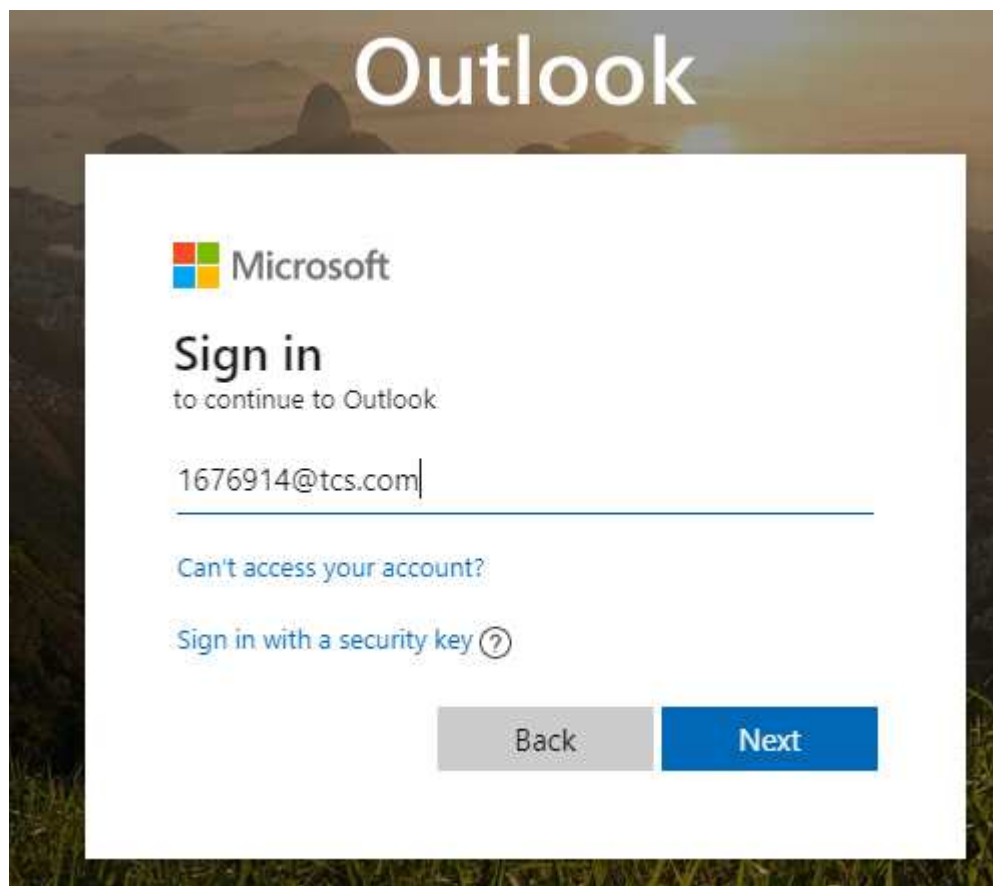
→

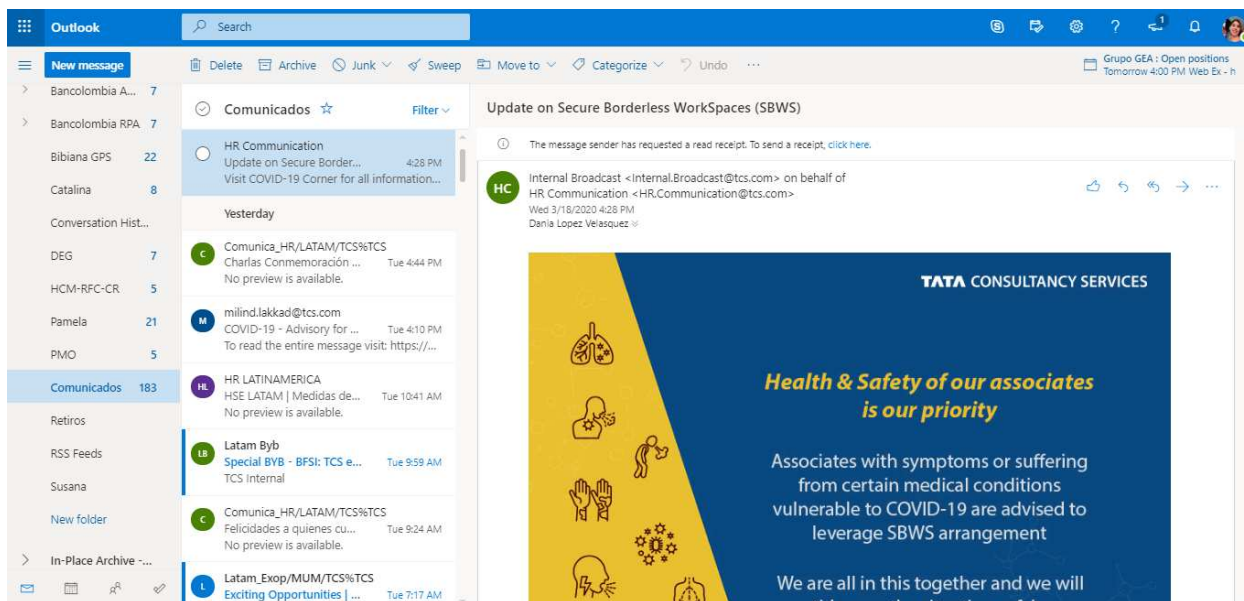
SEGUNDA ETAPA

¿Cómo acceder al correo de Outlook?

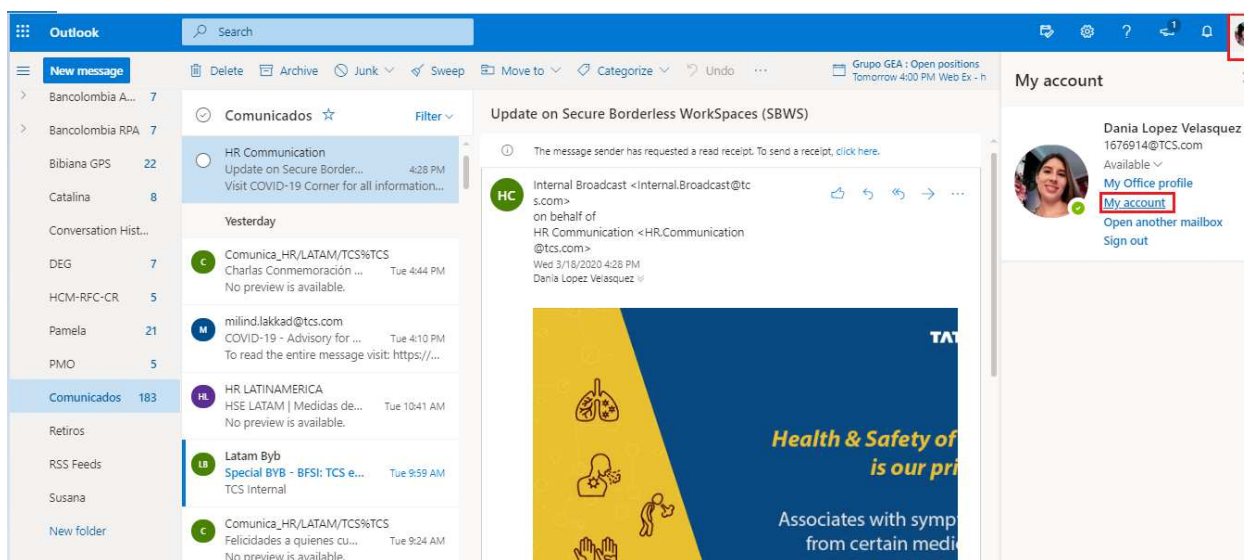
Para acceder al correo por web ingresar al siguiente enlace <https://outlook.office.com>

El email es ID_employee@tcs.com y la contraseña es la del SOAM o la que utilizas para ingresar a su máquina.

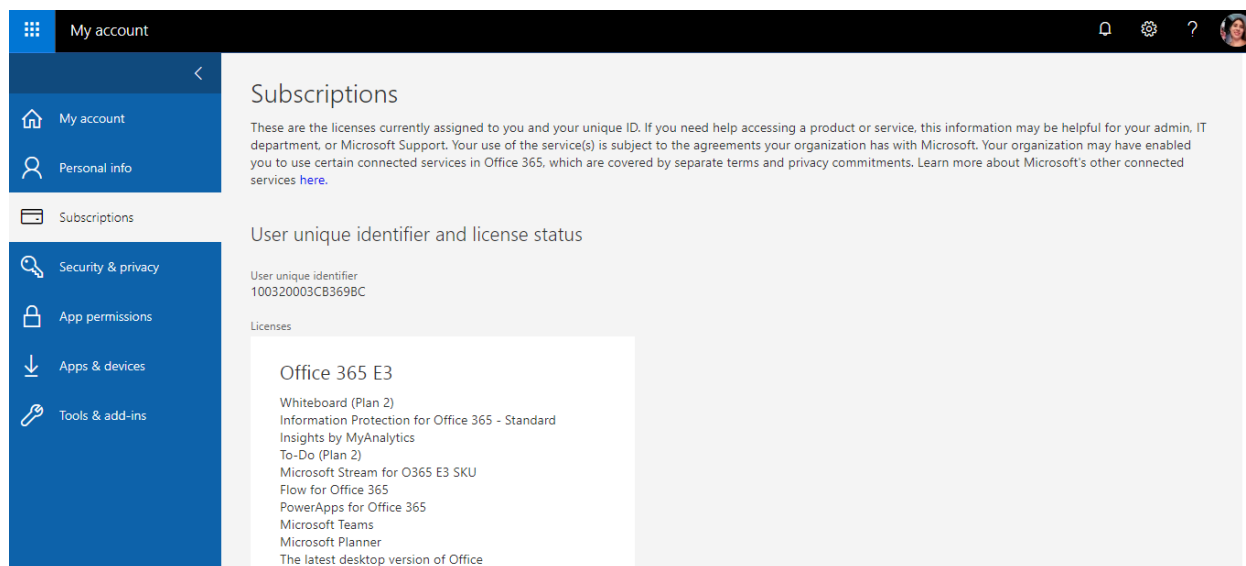




*Verificar la licencia E3: ingresar en la parte superior al lado derecho y dar click en my account.



Luego seleccionar la opción de Subscriptions y en la parte de licenses revisar si continuas con la E1-F1 o si ya se actualizo para la E3, recuerda que, si no se actualiza a la E3, puedes enviar el correo como se explico anteriormente.



TERCERA ETAPA

Solicitar al departamento de IS por medio de un CR las aplicaciones en el escritorio.

1. Ingresar a Ultimatix > Employee Services > Help & Support > TCS Global Helpdesk > Ultimatix Services / CR Tool > Click Launch > Check Status of Change Request > Change Registration > CR Title (**Install office 365 applications**) > Change Area (**Infrastructure - Software**) > Change Module (**TCS Procured Software**) > Change Item (**Install/Upgrade – Software – with valid GPS**) > Change Summary (**Install/Upgrade – Software – GPS Required**) > Host Name (**# de la máquina**) > Asset Id (**# de la máquina**) > Deployment Start Date (**Fecha de solicitud del CR**) > CR Expiry Date (**Fecha de vencimiento del CR**) > CR Category (**Development**) > CR Raised For (**Individual**) > Client Approval (**Not Required**) > Approved active GPS Request ID (**Se debe poner el # del GPS que tiene cada asociado creado por la PMO y compartido a los líderes**) > Click Here > Select > Add GPS Hardware Asset ID Details > Hardware Asset ID (**# de la máquina**) > Hostname (**# de la máquina**) > Employee Number (**# ID del asociado**) > Submit > Close > Change Request Description (**Please install office 365 E3 and EMS E3 the Word, Powerpoint, Excel, Teams and Outlook desktop applications**) > Potential Benefits by implementing CR (**Fulfillment of customer task and activities**) > Loss in case if not implemented (**Responsibilities and functions with the customer area not adequately fulfilled**) > OU Name (**NGM-LATAM-Parent**) > Sub-OU Name (**NGM-LATAM-1.0**) > Branch (**Colombia**) > Location (**BOGOTA-MEDELLIN**) > I accept the Terms and Conditions (**Normal Workflow**) > Submit.

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CEO Connect

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Employee Services

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TCS Global Helpdesk

SPEED

Prime

Contract Management System

Sales Applications

Requirement Gathering System

Enterprise Analytics

Project Commercial Management

Project Resource Management

TCS Global Helpdesk

Dear Associate,

The Global Helpdesk is an integrated system that handles all your incidents, service and change requests under IT, Ultimatix, Admin, HR and other services.

Ultimatix Services / CR Tool

Log and track your CR

Log and track your tickets related to iEvolue, Payroll, Timesheet, Project billing, GESS, SPEED and others related to Ultimatix Services

Launch

IT Services and Others

Log and track your tickets related to IT Infrastructure, Admin, HR services, IRC, Visa services and Tools services including SEG product.

Log and track your tickets related to Messaging, Domain, Network, Hardware, Software, Collaboration etc.

Launch

Ultimatrix

Global Helpdesk

Welcome Dania Lopez Velas... (1676914)

Ticket ManagementChange ManagementHelp

UpdatesNotification

CR Number : 9693432
Is Resolved. Click to provide your Feedback.

CR Number : 9611168
Is Resolved. Click to provide your Feedback.

CR Number : 9621034
Is Resolved. Click to provide your Feedback.

CR Number : 9620973
Is Resolved. Click to provide your Feedback.

CR Number : 9637051
Is Resolved. Click to provide your Feedback.

CR Number : 9607222
Is Resolved. Click to provide your Feedback.

Welcome to TCS Global Helpdesk

Raise New IT /HR /Admin /IRC / Other Ticket

Raise New Ultimatrix Ticket

Raise a New Change Request

Check Status of Change Request

Check Ticket Status IT / HR / Admin / IRC / Other tickets

Check Ultimatrix services Ticket

Dashboard

Tickets IT Services : 1

Tickets Ux Services : 14

Change Request : 21

NextGen GHD

User Manual

Ultimatrix : Ultimatrix.helpdesk@tcs.com
IT : global.helpdesk@tcs.com

Toll Free(INDIA) : 1-800-267- 6563
Toll Free(US/CANADA) : 1-877-TCS-INDY
VOIP : 5005555

Other Countries IT : +91-80 67233733
Other Countries Ultimatrix : +91-22-66467810 / +91-80-67233712

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Browser and Display Compatibility

Home | My Apps

My Worklist | Contact Us | Logout

Ultimatrix

Global Helpdesk

Welcome Dania Lopez Velas... (1676914)

Change History

Ticket Management

Change Management

Change Monitor

Change History

Change Registration

ReOpen Rejected CR

Deferred Monitor

Delegation

Change History - Archived

Change Draft History

Help

Change History

User ID1676914

Change ID

StatusALL

WON/SWON

CR Title

Total Number of CRs : 21

Search

Reset

Help

NextGen CR Details

*Please note that the data will be refreshed every 15 minutes.

Home | My Apps

My Worklist | Contact Us | Logout

Ultimatrix

Global Helpdesk

Change Registration

Ticket Management

Change Management

Change Monitor

Change History

Change Registration

ReOpen Rejected CR

Deferred Monitor

Delegation

Change History - Archived

Change Draft History

Help

CR Details

CR Title

Install office 365 applications

*

CTIP Finder

Change Area

Infrastructure - Software

*

Change Module

TCS Procured Software

*

Change Item

Install/Upgrade - Software - with valid GPS

*

Change Summary

Install/Upgrade - Software - GPS Required

*

Host Name

50HW002794

*

Asset Id

50HW002794

*

Deployment Start Date

10/06/2021

*

CR Expiry Date

31/12/2022

*

CR Category

Development

CR Raised For

☒ Individual ☐ Project

Client Approval

☐ Required ☒ Not Required

Approved active GPS Request ID

50SW011373

*

CLICK HERE

GPS Request Details

Request ID

50SW011373

Requestor ID

1676914

Location

BOGOTA COLOMBIA-TCOL

Start Date

12-DEC-2020

Expiry Date

31-MAR-2021

Status

Active

GPS Request Software Details

Select	GPS Request ID	Software Name	Concurrent Type	Approved Quantity	Available Quantity for Manual CR
<div>Select</div>	50SW011373	MICROSOFT 365 ENTERPRISE E3	NO	154	154

GPS Request Details

Request ID

50SW011826

Requestor ID

1676914

Location

BOGOTA COLOMBIA-TCO

Start Date

25-MAY-2021

Expiry Date

30-SEP-2021

Status


Active

GPS Request Software Details

Select	GPS Request ID	Software Name	Concurrent Type	Approved Quantity	Available Quantity for Manual CR
Select	50SW011826	MICROSOFT 365 ENTERPRISE E3	NO	3	3

GPS Request CR Details

No CR Information Available

 Choose File NO FILE CHOSEN Upload

Note: To upload the details from the file, download a latest copy of the file for the specific GPS request.
Do not change the GPS Request ID,Software Name,Software Asset ID and the sheet name in the downloaded file.

Add GPS Hardware AssetID Details

Software Asset ID	Hardware Asset ID	Hostname	Employee Number	Employee Name	Asset Allocated SWON
50SW010504-1365	50HW002794	50HW002794	1676914	Dania Lopez Velasquez	20213364
50SW010504-1366					
50SW010504-1367					

Reset

Submit

Close

The GPS Asset Details have been saved successfully.

[Help](#)

GPS Request Details

Request ID	50SW011826	Requestor ID	1676914	Location	BOGOTA COLOMBIA-TCO
Start Date	25-MAY-2021	Expiry Date	30-SEP-2021	Status	Active

GPS Request Software Details

GPS Request ID	Software Name	Concurrent Type	Approved Quantity	Available Quantity for Manual CR
50SW011826	MICROSOFT 365 ENTERPRISE E3	NO	3	3



Choose File

NO FILE CHOSEN

Upload

Note: To upload the details from the file, download a latest copy of the file for the specific GPS request. Do not change the GPS Request ID, Software Name, Software Asset ID and the sheet name in the downloaded file.


Add GPS Hardware AssetID Details

Software Asset ID	Hardware Asset ID	Hostname	Employee Number	Employee Name	Asset Allocated SWON
50SW010504-1365	50HW002794	50HW002794	1676914	Dania Lopez Velasquez	20213364

Reset

Submit

Close

Global Helpdesk

GPS Request Asset Details

The GPS Asset Details have been saved successfully.

ghd.ultimatix.net says

Do you want to close this window?

OK

Cancel

GPS Request Details

Request ID	50SW011826	Requestor ID	1676914	Location	BOGOTA COLOMBIA-TCO
Start Date	25-MAY-2021	Expiry Date	30-SEP-2021	Status	Active

Click here to close the window.

GPS Request Software Details

GPS Request ID	Software Name	Concurrent Type	Approved Quantity	Available Quantity for Manual CR
50SW011826	MICROSOFT 365 ENTERPRISE E3	NO	3	3

Choose File

NO FILE CHOSEN

Upload

Note: To upload the details from the file, download a latest copy of the file for the specific GPS request. Do not change the GPS Request ID, Software Name, Software Asset ID and the sheet name in the downloaded file.

Add GPS Hardware AssetID Details

Software Asset ID	Hardware Asset ID	Hostname	Employee Number	Employee Name	Asset Allocated SWON
50SW010504-1365	50HW002794	50HW002794	1676914	Dania Lopez Velasquez	20213364

Reset

Submit

Close

Change Request Description	Please install office 365 E3 and EMS E3 the Word, Powerpoint, Excel, Teams and Outlook desktop applications.
Potential Benefits by implementing CR	Fulfillment of customer task and activities.
Loss in case if not implemented	Responsibilities and functions with the customer area not adequately fulfilled


Dear Associate,

Protecting your private information is of importance to you. Please refrain from entering any text or uploading any attachment that contains Sensitive or Personally Identifiable Information (PII) while logging the ticket or CR.If any PII data is present in the ticket description, it may be visible to solution providers or others to whom the ticket may be forwarded over email for resolution.

User Info

User ID	1676914	Branch	Colombia	WON-SWON	20213364
User Name	Dania Lopez Velasquez	Location	MEDELLIN	Project Name	BANCOLOMBIA ASSURAN
OU Name	NGM-LATAM-Parent	Mobile Number	4400348	Email	lopez.pamela@tcs.com
Sub-OU Name	NGM-LATAM-1.0	Floor/Zone/Cubicle No.	-	VoIP/Desktop Number	-/-
Relationship	BANCOLOMBIA S.A				

☐ Save details in MyProfile

 [Click Here](#) to update your contact details in GESS. It will take one hour to reflect the updated changes in GHD.

Attachments (Maximum File Size: 7 files of 1024 KB each)

NO FILE CHOSEN

☐ I accept the Terms and Conditions.

Disclaimer

I / We understand, agree and abide to the following. • I am / we are aware that I am / we are accountable and responsible for the software installed on my / our machine allocated to me /us. • I / We will ensure that the installed software is my project requirement / delivery and will keep my customer informed about it. • I / We ensure that updated versions of all such software will timely be available and whenever required, the details would be furnished. • I / We will ensure that the software provided by the company is used for official purpose and will remain the property of TCS. • I / We will make reasonable efforts to protect all components and information provided by the company from theft, damage or corruption. • I / we will not add, modify, change or upgrade any software component without obtaining necessary approvals. • I / We will not copy or duplicate any software provided to me or allow such software to be used by anyone else. • I / We will follow the software usage clauses as defined by the Software Publishers through their End User License Agreement (EULA). • I / We will ensure that when I / we move out of the project or leave the organization, all software installed using my / our change requests or credentials will be uninstalled prior to my / our departure in coordination with the Internal IT team. • I / We will ensure that no software, purchased or downloaded from the internet, email, CD/DVD, USB drive or any other source, be installed on any equipment without obtaining prior approval. • I am / we are subject to any penalties or necessary actions by the organization for any violation of above mentioned rules.

I wish to proceed with

Straight Through Workflow

Normal Workflow

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TATA

Browser and Display Compatibility